

Exhibit 5-C SAMPLE OF STATE PROJECT INVOICE**(PREPARE ON LETTERHEAD OF LOCAL AGENCY)****Date of Invoice** (For Progress Invoice)

Department of Transportation
Accounting Service Center- MS 33
Local Program Accounting Branch
P.O. Box 942874
Sacramento, CA 94274-0001

Billing No:

Invoice No:

State Project No:

Tax Identification No:

Date Project Accepted by City/County:

Project Location:

Expenditure Authorization No.

(For Final Invoice) Name, District Director

Attn: Name, District Local Assistance Engineer

Department of Transportation

Street or P.O. Box

City, CA Zip Code

1,2..., or Final**Local Agency's Invoice No.****Prefix-Proj. No.****Agency IRS ID Number****Final Date or "Ongoing" if not Final****Project Limits**

Reimbursement for **State Program** funds is claimed pursuant to Local Agency-State Agreement No. _____ **Number**, Program Supplement No., _____ **Number**, executed on _____ **Date**.

	Preliminary Engineering	Construction Engineering	Right of Way/ Acquisition	Construction Contract
Total Indirect Costs to Date	\$8,25.00	\$1,865.50	-----	-----
Total Direct Costs to Date	\$4,000.60	\$8,400.30	\$8,290.00	\$150,652.00
Participating costs From	6/15/02	6/15/02	6/15/02	6/15/02
To	8/01/02	8/01/02	8/01/02	8/01/02
Less: Retention	-----	-----	-----	(20,000.00)*
Liquidated Damages	-----	-----	-----	0.00**
Nonparticipating Costs	<u>(350.00)</u>	<u>(840.00)</u>	<u>(1,200.00)</u>	<u>(16,000.00)</u>
Total State Participating Costs to Date	<u>\$4,475.60</u>	<u>\$9,425.80</u>	<u>\$7,090.00</u>	<u>\$114,652.00</u>
Less: Participating Costs on previous invoice	<u>\$2,120.95</u>	<u>\$6,350.20</u>	<u>0.00</u>	<u>\$98,231.00</u>
Change in Participating Costs	\$2,354.65	\$3,075.60	\$7,090.00	\$16,421.00
Reimbursement Ratio	75%	75%	75%	75%
Amount of this claim	\$1,765.98	\$2,306.70	\$5,317.50	\$12,315.75

TOTAL INVOICE AMOUNT**\$21,705.93****INDIRECT COST CALCULATION**Preliminary Engineering Indirect Costs:

	FY 1998-1999	FY 1999-2000
Direct Cost Base Expense	\$1,944.00	\$673.82
Approved indirect cost rate	31%	33%
Subtotal ***	\$602.64	\$222.36

Total Indirect Costs To Date for Preliminary Engineering **\$825.00** (this Amount is carried to the front of the invoice under the Preliminary Engineering column)

Exhibit 5-C
Sample of State Project Invoice

Local Assistance Procedures Manual

Construction Engineering Indirect Costs:

	FY 1998-1999	FY 1999-2000
Direct Cost Base Expense	\$4,756.23	\$1,185.07
Approved indirect cost rate	31%	33%
Subtotal ***	\$1,474.43	\$391.07

Total Indirect Costs To Date for Construction Engineering **\$1,865.50** (this Amount is carried to the front of the invoice under the Construction Engineering column)

I certify that the work covered by this invoice has been completed in accordance with approved plans and specifications; the costs shown in this invoice are true and correct; and the amount claimed, including retention as reflected above, is due and payable in accordance with the terms of the agreement.

Signature, Title and Unit of Local Agency Representative

Phone No.

Contact Name (for questions about this invoice)

Phone No.

- * Total retention amount withheld from contractor. At the end of the project and after all retention has been released, this amount should be zero.
- ** Show "liquidated damages" amount on final invoice.
- ***
- Indirect cost for this project equals the direct cost base expense (i.e., direct salaries & wages plus fringe benefits) for this project multiplied by the approved indirect cost rate.
 - Indirect cost reimbursement will not apply to direct costs, i.e., payment of construction contracts and right of way purchases, not included in the direct cost base.
 - An indirect rate must be approved by Caltrans every fiscal year to be used for only those costs incurred for that year.

Distribution: (Original & 2 Copies) Local Program Accounting (progress invoices)
District Local Assistance Engineer (final invoices)